

WICHITA PUBLIC LIBRARY

Minutes of a Regular Meeting of the Library Board of Directors

June 20, 2006

The regular meeting of the Library Board of Directors was held at 12:00 Noon on Tuesday, June 20, 2006 with the following present: Ms. Barbara Baker, Ms. Jane Eshelman, Ms. Susan Estes, Ms. Cathy Landwehr, Mr. Gerald Layman, Mr. Tim Moore, Ms. Evelyn Neier, Ms. Nancy Ogle, Ms. Helen Parli and Ms. Marge Zakoura-Vaughan. Absent: Ms. Donna Aldrich, Mr. Randy Brown, Mr. Tom Engelmann and Mr. Rodger Woods.

Staff Present: Cynthia Berner Harris, Director of Libraries; Mary K. Bird-Guilliams, Collection Development Administrator; Julie Linneman, Programming/Outreach Administrator; Ginny Ray, Customer Service Administrator; Larry Vos, Reference Services Administrator; Seif Al-Shaer, Operations Section Manager; Jennifer Heinicke, Special Projects Librarian; and Lucille Holder, Administrative Aide II.

During lunch, Robert Tucker, Reference Section, talked about the Sedgwick County Emergency Management K-9 Search Team of which he is a K-9 Handler with his dog Ranger. The K-9 Search Team has utilized the Central Library twice after hours as a training site. Robert thanked the Board for approving this usage. The training drills are used as preparation for disaster situations. The group is insured through the County. They do not self-deploy; meaning 911 calls them for help. Certifications are cadaver, wilderness, building search and water search. Robert spoke about a dog's strong sense of smell, and how they used the library building to hide 'victims,' which the dogs would uncover and find. The group loves to help people. The Board thanked Robert for the interesting presentation.

Tim Moore, President, called the meeting to order at 12:18 p.m., a quorum being present.

Minutes of the regular meeting held on May 16, 2006 were presented. Barbara Baker moved (Ogle) that the minutes be approved as presented. **Motion carried unanimously.**

Finance Committee Report

Jerry Layman moved that the Finance report for May 2006 be approved as presented on the agenda: Operating Fund Bills in the amount of \$487,842.69; 2006 Grant Fund Bills of \$57,571.70; Prior Year Grant Fund Bills of \$9,927.17; and Memorial & Gift Fund Bills of \$11,684.22 for a total of \$567,025.78 for the month of May 2006, as well as the Financial Report for May 2006. **Motion carried unanimously.**

The State Library of Kansas has proposed moving the Talking Books Regional Library from its current READS automation system to the KLAS system. The State Library would pay most of the cost. Although not required, Wichita staff feels it would be best to tie in with the Regional Library and other Kansas sub-regional sites. An advantage is that all Talking Books sites in Kansas would have a shared catalog, meaning if an item was not available at one library, another location would be notified and the item made available. Our Talking

Books section would need a laser printer and new barcode scanners on the workstations. The Talking Books memorial fund would be used for these expenses. Local IT support time would be saved as it is a web-based application, plus the move would start us towards the future digital environment. Jerry Layman moved (Landwehr) to authorize Talking Books to change from its current automation system to the State's KLAS system, contingent upon technical approval from the IT/IS Department. **Motion carried unanimously.**

News on grant applications is good. We qualified for a \$25,000 City cultural arts grant. The Wiedemann Foundation granted \$51,000 towards children's non-fiction and juvenile DVDs. We have been invited to apply for a Learjet care fund grant, and have a grant application pending with the Knight Foundation. An application will be submitted to the Lattner Foundation for spoken CDs for adults.

As a result of the recent publicity concerning interlibrary loan fee increases, plus the start of our move into the Unique small balance program, revenue reports for the month to date show as much as a 55% increase over last June in some library locations. Implementation of the Envisionware public workstation timing and print management system is now scheduled for August. This will enable computer users to sign themselves up for workstations and will require payment for copies in advance of having them printed. This will eliminate waste of paper and copies not currently being paid for by some users.

Operations Committee Report

Nancy Ogle, Chair, gave the Committee report.

- As Mr. Layman mentioned, the increase in interlibrary loan fees, along with subsequent press coverage by *The Wichita Eagle*, has helped in recovery of 'lost' items on loan from other libraries. Prior to the articles in the paper, we had an average of 20 to 25 overdue interlibrary loans on our weekly reports. This week there were only three. Recently, we had to invoice for a lost interlibrary item. The cost from the other library was \$73.50, proving our new \$75 default price is right on target.
- The K-9 Search and Rescue Team's usage of the Central Library has proven to work well the two times they have utilized the building. The Director of Libraries states the group is very responsible and respectful of the custodial crews in the building. As a result, rather than continuing to bring each request from this group to the Board for approval, the Director recommends that the Board provide a blanket approval for after-hours use of the library for the K-9 search and rescue training as long as the times for the building use are coordinated through her. Nancy Ogle moved (Estes) that the K-9 search and rescue team be given approval to utilize the use of the Central library after hours for training exercises upon coordination and approval by the Director of Libraries. **Motion carried unanimously.**

At this time, President Moore asked to skip the Planning & Facilities Committee report and complete the agenda before returning to the agenda item for discussion on the library master planning options.

Public Affairs Committee Report

In the absence of Randy Brown, Chair, Jane Eshelman gave the Public Affairs Committee report.

- Ms. Berner Harris is preparing a power point presentation for the City Council next Tuesday, June 27, regarding the library master planning process that will contain an overview, the history, and the status of our process. She will also be visiting all District Advisory Boards with the same information. Committee member Rodger Woods had recommended that a more specific timeline for the master plan be given. Once the Board adopts a plan, Ms. Berner Harris will return to the City Council asking for their endorsement of the plan.

Special Committee Reports

Friends of the Library – Helen Parli gave the following information:

- The Friends Board met June 8.
- The Friends will purchase 100 new large print books for the Orchard branch to be funded from a distribution from their Wichita Community Foundation Challenge grant fund.
- 69 schools received visits promoting summer reading and teens read programs.
- Several Good Samaritan requests were granted.
- A new book bag order was submitted with the bags being green and white on black.
- Concern about a plan for a future southeast library was discussed. A site near George Washington Blvd. and Pawnee was considered a good possibility. Once opened, the closure of Linwood and Planeview would take place. Council Member Skelton has approved of this possible site for a southeast branch library.
- Larry Romine, Treasurer, appreciated work done on submittal of grant applications.
- The Bookstore Manager says there is still a need for volunteers in the bookstore, especially on Saturdays.
- Membership consists of 518 total – 477 gold, 41 regular.

Library Foundation – None.

Wichita Genealogical Society – Barbara Baker stated that members of the Wichita Genealogical Society attended a conference in Emporia recently where WGS was awarded for the best genealogy journal in the state. WGS member Donna Berner is the editor of the journal. A meeting at Alford last Saturday had 32 in attendance.

Director of Libraries Report

The Friends of the Library submitted a challenge grant application to the Wichita Community Foundation and were granted \$60,000. Receipts from their bookstore will be matched 1 to 3 so the potential is for an \$80,000 endowment. Proceeds from the endowment will be returned to the library to be used to assist with promotion of programs and services.

The Central Library has been, and is scheduled to be, a site for protests and vigils. Last Thursday there was a protest about the war. Advocates to End Chronic Homelessness have scheduled a prayer vigil for June 24. There are no restrictions for groups to do this as long as they do not restrict access into the library.

Ms. Berner Harris will be attending the American Library Association conference this weekend in New Orleans. WPL has been selected as a finalist of the SIRSI/Dynix “Building a Better Community” award. We were one of 130 libraries that submitted an application, and are one of 15 finalists, of which they will pick five at the conference. The five winners receive \$10,000 each for their libraries.

Planning & Facilities Committee Report

Before turning to the master planning process and options, Barbara Baker gave other items of the Planning & Facilities Committee:

- A proposed building layout for rearranging the first floor has been completed. We are now waiting for assistance from the Police and IT department on a proposal for proper placement of security cameras.
- Landscape work on the front of the building has been completed by the Park Department. Bushes and trees have been trimmed, making the Main Street side look better manicured. The Police Department appreciates the new look as it reduces the number of items left in bushes and the potential for some persons to sleep there.

Master Planning Process

After looking at options 1 – 6 of the library master plan, members of the Planning & Facilities Committee and the Public Affairs Committee created a new option -- #7.

Option #7 would include:

- A new and larger Central library with dedicated parking;
- A new and larger regional library built in west Wichita, replacing Westlink and Orchard;
- A new neighborhood branch on a major street/intersection in southeast Wichita to replace Linwood and Planeview; and
- A new regional library in northeast Wichita, combining the Comotara and Rockwell branches.
- Evergreen, Maya Angelou and Alford would remain with possible remodeling or expansion at the end of the plan (15 years).

Ms. Baker stated that the Friends of the Library Board have seen Option #7 and appear supportive of the revisions. Board member Helen Parli met with Council Member Jim Skelton who indicated he was supportive of the option. Marge Zakoura-Vaughan stated that she had visited with Mr. Skelton this morning and believes that Mr. Skelton is generally pleased with option #7, as long as a southeast library would be on a par with the other quadrants of the city, and to be sure that no current libraries would be closed before the opening of new ones. President Moore and Cyndi Berner Harris both affirmed that the

adopted philosophy of the Board is that no libraries would close until a new one was opened.

Ms. Zakoura-Vaughan believes it a tough business to make change, and feels that the Planning & Facilities Committee has spent much time and sensitivity in dealing with the library master plan. She wondered if notice of committee meetings of the Board might be given to all Board members so that they may attend if they so desire. Ms. Berner Harris stated this would be done if it is the wish of the Board but that we must be cognizant of Kansas Open Meetings Act requirements when meetings include more than a majority of a quorum of the Board.

Tim Moore stated there seems to be two main themes to convey to the City with respect to the library plan – 1) the need to be centrally located and 2) that no interruptions in service would occur. Mr. Moore feels Board members, and especially the Planning & Facilities Committee, should be commended for doing a hybrid of options 1 through 6 and creating a new option 7. Barbara Baker stated it should be emphasized that the library plan covers the next 15 years and that most plans would not be completed before that time.

After the City Council workshop presentation on June 27, Ms. Berner Harris is scheduled to appear at four of the district advisory boards for a similar presentation between now and our July 18 Board meeting. She will visit the DAB 6 meeting on July 19, and the DAB 5 in early August. Jane Eshelman stated that the Public Affairs Committee feels the DABs are a good place to make the presentation since they are existing meetings, and open to the public so that interested people could attend. She reiterated the emphasis of a long-range plan so that people will not think we are going to close ‘their’ libraries soon.

When Ms. Zakoura-Vaughan asked about changes in proposals to the Planeview library, the Director replied that we have an annual contract with USD259 regarding Planeview. The school has notified us that Planeview would like to reduce hours as they are seeing a lack of patrons. The agreement will likely come before the Library Board in August and the City Council and School Board in September.

**Evelyn Neier departed the meeting at 1:03 p.m.*

Tim Moore asked if the Board was of the mind to cull down some of the options for a recommendation to the city. Barbara Baker and Jane Eshelman stated that Planning & Facilities and Public Affairs, respectively, unanimously voted for option number 7. Mr. Moore called for a poll of the Board members. All members stated option 7 was their favorite, considering it to be the most sellable and providing the greatest services to the public.

President Moore thanked the Planning & Facilities and Public Affairs Committees, as well as the Director’s, for the hard work that went into this process and that Ms. Berner Harris will move forward on giving information and recommendation of option #7 to the City Council and District Advisory Boards.

Ms. Berner Harris summarized that she would convey to the City Council and DABs that it is the consensus of the Board that option 7 be the option as the basis of which to continue development of the library master plan. After feedback from these meetings, the Board would most likely entertain a motion to adopt the plan and ask the City Council to endorse the plan. Ms. Berner Harris said discussion would continue regarding concerns that the northeast circle comes closer into town and the size of the facility in the southeast quadrant.

Unfinished Business

None.

New Business

None.

Announcements

None.

Adjournment

Susan Estes moved (Eshelman) for adjournment. **Motion carried unanimously.** The meeting was adjourned at 1:26 p.m.

The next regularly scheduled meeting will be July 18, 2006.

Respectfully submitted,

Cynthia Berner Harris
Director of Libraries